

NORWOOD TOWN BOARD OF TRUSTEES

Meeting on: Thursday, November 21, 2024

Work Session starting at: 6:00 p.m.

Regular Session starting at: 7:00 p.m.

Meeting at: 1670 Naturita Street, Norwood CO 81423 at Norwood Town Hall and Zoom option.

AMENDED AGENDA

<https://us02web.zoom.us/j/87556267477?pwd=VmNTcmQ3S3lpTWJFbS80TVZ3NjU5Zz09>

Meeting ID: 875 5626 7477

Passcode: 8142301

Dial In

1-346-248-7799

Work Session

- a. Discussion about Personnel Policy and Code of Conduct Updates
- b. 2025 Budget

Call Regular Meeting To Order

Public Comment For Items Not On The Agenda

NOTE: Please limit comments to 3 minutes. If comments are not related to an item on the agenda, there will be no Board response or action taken since the topic was not posted with proper notice and any comment could potentially violate the Colorado Open Meetings Law.

Special District and Stakeholder Reports or Announcements

NOTE: Reserved for items that any community stakeholder or special district would like to make the board aware of. Please note that no decisions will be made at this time. It is requested to keep reports to a maximum of 3 minutes for conduct of time. If you have an item that needs a decision, contact Town Hall to be put on the agenda.

Consent Agenda

- a. Minutes of October 9, 2024
- b. Minutes of October 30, 2024
- c. October Financials

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Board Business Agenda

- a. Katherine Fry Project Proposal Cost Estimates
- b. Policy Presentation for Submission of Documentation for Municipality Board Meetings
To establish a clear and organized process for submitting documentation in advance of municipality board meetings, I propose the following policy:
 1. Trustee Documentation Submission:
All documentation relevant to the upcoming board meeting must be submitted to the trustees no later than 48 hours prior to the meeting. This ensures that the trustees have adequate time to review and prepare for discussions and decisions.
 2. Public Comment Documentation Submission:
Any individual or group who wishes to present documentation during public comments must be listed on the meeting agenda. To be included on the agenda, the individual must submit their documentation in accordance with this policy, ensuring that it is provided to the trustees no later than 48 hours in advance of the meeting.
 3. Compliance:
Documentation that is not submitted within the 48-hour window will not be considered during the meeting. This policy ensures transparency, fairness, and the ability for trustees to give full consideration to all materials provided.
By adhering to this policy, we endeavor to enhance the efficiency and fairness of our board meetings, ensuring that all trustees and members of the public have sufficient time to review and consider the necessary information.
- c. Sustainability Plan presentation, Mackinzie Taylor
- d. San Miguel Juvenile Services, Wendy Crank

Executive Session

- a. Discussion of personnel matter under CRS Section 24-6-402-(4)(f) Amanda Pierce, Town Clerk

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Staff Reports

- San Miguel Sheriff's Office Calls for Service
- Public Works Director, Randy Harris
- Town Clerk, Amanda Pierce

Mayor and Trustee Reports and Announcements

- Mayors Report – written report
- Trustee Reports

Adjourn

NOTE: This agenda is subject to change, including the addition of items up to 24 hours in advance or the deletion of items at any time. The staff reports may include administrative items not listed. Regular meetings, Public Hearings, and Special Meetings are recorded, and ACTION MAY BE TAKEN ON ANY ITEM. Formal Action cannot be taken at Work Sessions.

For further information, contact Town Hall at 970-327-4288. If special accommodation is necessary per ADA, contact 970-327-4288 or via email pierce@norwoodtown.com prior to the meeting.